

EFFECTIVE

July 1, 2000.

SUBJECT

Independent Living Services Policy

PURPOSE

1. To inform local office staff of newly developed Independent Living Services Policy.
2. To obsolete specific Home Help forms.

Independent Living Services Policy-ASM 351, 352, & 353

- Policy clearly describes the range of services that define the ILS specialist's role.
- The new ILS material provides a framework for the customer focused activities to be accomplished by workers.
- Major areas of emphasis include advocacy, community partnerships and resource broker - all directed toward ensuring access to community resources and supporting customer choice.

Note: The Department of Community Health has the responsibility for both the Home Help budget and policy. Issuance of updated Home Help policy will come, under separate cover, at a later date from DCH.

Obsolete Home Help Forms

- The ILS manual currently refers to the Client Needs Assessment, Home Help Service Plan and Home Help Service Plan/Assessment Review forms, which were obsoleted by automation (ASCAP).
- These forms were replaced by the ASCAP assessment (FIA-324).

Obsolete ASM 364...

Exhibit VI - FIA-2620, (pages 10-11)

Exhibit VII - FIA-2623, (pages 12-13)

Exhibit VIII - FIA-2624, (pages 16-17)

**MANUAL
MAINTENANCE
INSTRUCTIONS**

Added Items ...

**ASM 351
ASM 352
ASM 353**

Changed Items ...

**ASM 374
ASM 391**